



City of Corona

SELECTION PROCEDURE:

The selection process will consist of a review and evaluation of all applicants' qualifications. Those applicants deemed to possess the most desirable qualifications will be invited to participate in a written/oral examination. The Human Resources Director or their designee may specify the number of eligibles to be qualified in the examination or any part thereof.

The provisions of this announcement do not constitute a contract, expressed or implied, and any provision contained in this bulletin may be modified or revoked without notice.

HOW TO APPLY:

Applicants must complete and submit an original City of Corona Employment Application

WITH A COPY OF POST

CERTIFICATES to the Human Resources Department, 400 S. Vicentia Ave., Corona, CA 92882.

Jobline: (951) 736-2205

WEBSITE:

www.discovercorona.com

The Human Resources Department must receive applications no later than 5:00 p.m. on the announced closing date.

**POSTMARKS
FAXES OR COPIES ARE NOT
ACCEPTED.**

PHYSICAL REQUIREMENTS:

Applicants shall be required to meet and maintain the physical standards established for the position.

Employment Opportunity

POLICE OFFICER I- LATERAL

SALARY \$4,028 -\$4,917 PER MONTH

Position is Open Until Filled

To be considered as a Lateral, you must be currently employed as a California Peace Officer at the time of oral examination.

***PAY INCENTIVE:** Upon completion of one (1) year probationary status and meeting the Police Officer II requirements, employee is eligible for increased pay range of **\$4,450- \$5,433**. *The following requirements are:* Non-probationary employee, accumulative tenure of 5 years as a sworn officer, 30 college semester credits; 21 of which shall be Criminal Justice or law enforcement specific. *Status is subject to approval of Chief of Police.*

DEFINITION: Under direction, patrols an assigned area, enforces law and order, prevents, detects and investigates crime and carries out special assignments in the protection of life and property.

EXAMPLES OF DUTIES: Enforces City, County and State ordinances and laws. Patrols an assigned area of the City on foot or in a radio car to prevent crime and maintain law and order. Responds to radio messages and appears at scenes of disorder or crime and determines proper course of action, and answers calls for the protection of life and property. Investigates suspicious vehicles or persons; observes for stolen cars, traffic violations and proper flow of traffic. Gives verbal warnings and issues citations. Inspects premises at night; assists in the investigation of crimes; conducts preliminary investigations of disturbances, burglaries, thefts, armed robberies, vehicle accidents, deaths or other matters involving possible law violations. Questions suspects, interviews victims and witnesses. Prepares reports on arrests and property impounded. Provides first aid for injured persons; requests medical attention when required; takes written statements; examines conditions of accident scenes; clears scene of obstructions and wreckage; notes and reports traffic hazards; reports abandoned or damaged vehicles. Inspects establishments providing alcoholic beverages and entertainment; intervenes in private or public disputes to protect the public and maintain order.

Assists in receiving, searching, booking, fingerprinting and taking custody of prisoners; guards and transports prisoners; prepares evidence; appears and gives testimony in court; writes case reports and a log of activities. Maintains records of investigations; participates in police training courses and programs; provides escorts or guard services for parades, various public activities or meetings. Demonstrates the use of firearms in accordance with departmental policy; gives direction and information; may be assigned to coordinate department training activities and perform other related administrative duties; performs other related work as required.

EMPLOYMENT STANDARDS: Applicants for lateral police officer must meet all of the following standards:

1. Must be 21 years of age or older at time of appointment, and must be a high school graduate or its equivalent.
2. Currently employed as a peace officer as specified in section 830.1. or 830.2. (a)-(d), of the California Penal Code. Applicant must be in possession of their California Basic POST certificate at time of application. The applicant must not have any open or in-progress Internal Affair Investigations during the employment process.
3. Successfully completed a California Basic Police Academy OR have met other educational criteria established by the Commission on Peace Officer Standards and Training, Commission Regulation 1002.
4. A valid Class C or 3 California Driver's License and good driving record are required for employment and as a condition of continued employment.
5. Must be a citizen of the United States OR permanent resident alien who is eligible for and has already applied for citizenship.

The examination process includes, but is not limited to, testing for drug and alcohol use, psychological evaluation, a polygraph examination, a physical assessment and a detailed background investigation. The provisions of this announcement do not constitute a contract, expressed or implied, and any provision contained in this bulletin may be modified or revoked without notice.

VISION: No more than 20/100 uncorrected and 20/30 corrected and freedom from uncorrectable color blindness.

AGE: Must be 21 years of age or older at time of appointment.

PSYCHOLOGICAL EVALUATION: Applicants may undergo a psychological assessment by a qualified professional to determine their suitability for the position.

POLYGRAPH EXAMINATION: Applicants will be administered an Integrity test, and a polygraph examination.

BACKGROUND INVESTIGATION: Applicants will undergo a complete, comprehensive, P.O.S.T. approved Background Investigation.

CHARACTER: Applicants must be of good character and reputation. Applicants will be fingerprinted and records checked in both State and Federal Bureaus. Applicants must not have a record of conviction of a serious offense, or numerous convictions of minor offenses. Credit rating, if established, must be satisfactory.

DRIVER'S LICENSE: A valid California, Class C or 3 Driver's License, and a reasonable driving record is required as a condition of employment and continued employment.

SPECIAL NOTE: The City of Corona recognizes that its future depends on the health and safety of all employees. The misuse and abuse of drugs and alcohol poses a serious threat to all City of Corona employees and citizens. To provide safeguards to employees and citizens, all prospective new hires will be tested for substance use.

A "No smoking policy" has been adopted for all City facilities and vehicles to promote a health-based smoke free workplace as part of the City's commitment to a pollution-free environment.

CORONA POLICE CITY PAID BENEFITS

RETIREMENT: Employees are covered by the Public Employees' Retirement System. The CALPERS contribution is 9% of the employee's base salary. For employees hired on or after January 1, 2000, the City pays 5% and the employee pays 4% for a total contribution of 9%. The City does not participate in Social Security and the City pays the employees mandatory contribution to the Medicare Program.

ANNUAL LEAVE & HOLIDAYS: 26 (8 hour) working days (210 hours) of paid leave are earned after one year of employment, with additional days earned, based on length of service, up to 36 (8 hour) days. There are 12 (8 hour) paid holidays (96 hours) per calendar year.

ANNUAL LEAVE BUYBACK: Eligible employees may "buy back" a maximum of 160 hours of annual leave once each year.

DISABILITY & LIFE INSURANCE: Long term disability insurance provided free for each employee. Also, a term life insurance policy is provided to each employee equal to 5 ½ times the employee's annual basic earnings to a maximum, of \$750,000.00.

MEDICAL INSURANCE: Employees' and dependents' health insurance premiums are provided. For employees hired on or after January 1, 2000, the City will pay base contribution of \$48.40 per month, and a monthly IRC plan contribution in an amount equal to the premium payment for PERS Choice family coverage (currently 913.74 per month). There are a variety of plans to choose from. Option to waive medical insurance, indexed at 2003 PERS Choice rate equivalent to your current coverage (i.e. single 296.00, employee + one 596.00, family 770.00).

EMPLOYEE ASSISTANCE AND COUNSELING PROGRAM: This is a comprehensive program designed to help employees and their family members find direction in solving personal and/or emotional problems.

DIRECT DEPOSIT: A free checking account and checks are available with Bank of America Bank, Corona.

FLEXIBLE SPENDING PLAN: The City will provide each employee with \$2,964.00 per year which he or she can take in cash payment; use for reimbursement of medical or dependent care expenses; or any combination of the above through the City's Section 125 Flexible Benefit Plan.

DEFERRED COMPENSATION PLAN: The City will deposit into a Deferred Compensation Plan \$1,416.00 per year. Employees hired on or after January 1, 2000 shall receive an additional payment into their deferred compensation plan account of \$250.00 per quarter.

LONGEVITY PAY: After 5 years of service \$1,120.00 annually. After 10 years of service \$1,320.00 annually. After 15 years of service \$1,520.00 annually. After 20 years of service \$1,720.00 annually.

UNIFORM ALLOWANCE: Police Officers receive a uniform allowance of \$650.00 per quarter.

MARKSMANSHIP INCENTIVE: \$105.00 per quarter, supplemental pay, for meeting the marksmanship proficiency standards established by the Police Department.

TUITION REIMBURSEMENT: The City shall reimburse for books and tuition for college-level courses leading to a job related degree or certificate. Tuition is reimbursed at a rate equivalent to the California State University Fee Schedule.

POST-INCENTIVE PAY: The City provides a one time bonus payment of \$200.00 for holding or attainment of Post Intermediate Certificate and \$1,200.00 per year and 5% over base pay for holding or attainment of a Post Advanced Certificate.

BI-LINGUAL PAY: Upon certification and departmental needs, 4 % increase of base pay is awarded for the use of Spanish language on the job.

COMPUTER: An interest free computer loan is available in an amount up to \$3,000.00.